

Erie County Department of Mental Health
RFP #2022-036VF Questions | June 29, 2022

1) Do you have existing research that can be leveraged or serve as a guide in focusing methodology?

A: The Erie County Department of Mental Health has had conversations with school social workers, superintendents and mental health professionals that work in schools and their input is summarized on pages 6 and 7 of the Request for Proposals (RFP). Resources providing national data regarding the mental health challenges facing children and adolescents are listed on page 2 of the RFP.

2) Are there successful models (in other Counties / States / etc) for the sort of app your team is envisioning?

A: We are not aware of other models for this sort of mobile application.

3) Is the naming and branding of the mobile application part of the scope of work? If not, what branding would this project fall under? (Department of Mental Health, Erie County, etc.)

A: Naming and branding may be part of the discussions with the Erie County Steering Committee. We have not yet determined what branding this project will fall under. Again, this will need to be a discussion with the Erie County Steering Committee.

4) Will the Proposer be responsible for determining the list of community members that will be selected for Community Input based on the provided audience demographics? Or are there existing tailored lists your organization works from?

A: The Erie County Department of Mental Health can provide recommendations of groups and organizations to talk with based on the demographic reach of the project. There is not a prescriptive list of organizations that the Proposer will be required to meet with, but it is required that the Proposer meet with representatives of all of the populations identified in the RFP.

5) Is there an opportunity to sub-contract with a specialist for the Community Input portion of the scope of work—or simply limit our proposal to the other three deliverables?

A: Yes, a Proposer may partner with another organization or individual for the Community Input portion of the scope of work. A Proposer should address all of the deliverables within their proposal. If a Proposer will be sub-contracting for specific elements of the project, that is acceptable.

6) Can you describe your internal decision-making process for these projects? How big will the team that engages in decision-making be? How are those decisions generally governed?

A: The internal decision-making process will be done largely by consensus of the group. There may be instances where the Steering Committee member with expertise in a particular area will be the decision maker for specific topics. The Steering Committee will include a total of four to five individuals from the Department of Mental Health, the Division of Information and Support Services, the Department of Health Office of Health Equity, and the Office of the County Executive.

7) How will your team evaluate potential partners? Can you share the criteria proposals will be assessed against?

A: All proposals will be scored based on the criteria provided in Appendix C which starts on page 16 of the RFP. If the proposal includes multiple partners the narrative should identify and define the role of each partner and their respective experience. The Scoring Tool provides details regarding how the proposals will be scored and should be consulted in order to maximize an applicant's score.

8) Can you describe the range of potential partners—from independent contractors up through larger agencies—that have received this RFP?

A: The Request for Proposals was posted on the Erie County Department of Purchasing webpage and the Erie County Department of Mental Health webpage. The Request for Proposals is publicly available to independent contractors and agencies of any size. If a Proposer is looking to partner with an individual or organization on this project, the objective should be to select a partner who will be able to successfully complete their piece of the project within the defined timeframes.